

**MINUTES OF THE MILLVILLE
TOWN COUNCIL WEBINAR MEETING
April 27, 2021 (7:00 p.m.)**

In attendance: Mayor Ron Belinko, Deputy Mayor Sharon Brienza, Treasurer Barbara Ryer, Secretary Robert Wisgirda, Council Member Steve Maneri, Town Manager Debbie Botchie, Finance Director Lisa Wynn; Code Enforcement & Building Admin Jennifer Ireland, Via Webinar: Town Solicitor Seth Thompson

1. Call Meeting to Order

Mayor Ron Belinko called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

3. Roll Call

Mayor Ron Belinko stated everyone was present.

4. Execution Session - Discussion of personnel matters in which the names, competency, qualifications, and abilities of individual employees will be discussed.

Motion to Enter Executive Session:

A. Ms. Brienza motioned to go into Executive Session; seconded by Mr. Wisgirda at 6:01 p.m. Motion carried 5-0

5. Motion to Conclude Executive Session & Reconvene Open Meeting

6. Presentation: Whitney Pogwist, Media Specialist with WBOC. Ms. Pogwist shared a power-point presentation on Delmarva Life's "Small Town Series." These episodes were dedicated in showcasing the charm of small towns. The show focused on town events and businesses. Ms. Pogwist explained the structure and fees related to purchasing segments on the show.

7. Announcements: Mayor Ron Belinko spoke about the Delaware State Police (DSP) Real Time Crime Center Analysis and its impact on Millville. He stated he and Ms. Botchie met with Major William Crotty and Captain Jon Wood of DSP, to have a "meet and greet", and updated them on services the DSP provided in Millville. During the meeting, the officers stated Millville's Police Department was the DSP and provided the Town with a 2020 Crime Analysis Report. Mayor Belinko stated it was a very comprehensive report which included traffic stops and accidents. He noted Millville does not own the roads, the State of Delaware does, so DSP was patrolling them and was doing a fantastic job. DSP assured the Town they would continue to patrol the roads and neighborhoods, and if needed they would contact Ms. Botchie to increase the patrols; however, they both stated this was unnecessary at this time. The mayor stated if needed, the Town would be able to provide the necessary funding. Mayor Belinko mentioned, prior to COVID, there was a community outreach program

performed by the DSP. He stated DSP was interested in continuing the program, in which they could go over the crime analysis and update the citizens to assure them their needs were being met. The officers stated that crime in general was down in Sussex County, and the Mayor felt we were in great hands with the DSP. Ms. Ryer expressed appreciation for the meeting, and agreed DSP was doing a great job.

8. Citizens' Privilege: The Mayor invited members of the public to address the Council concerning any topic *not* listed on the agenda. If someone chooses to speak at the first Citizen's Privilege, she/he may *not* speak on the same topic at the second Citizens' Privilege.

Mary Thomas (via webinar) stated her name and address. She stated she was sorely disappointed in the response letter she received written by the developer from Egret Shores, which to her read like a work of fiction. Ms. Thomas stated she once inspected nuclear facilities, and had she received such a letter she would have been on the phone straight away and would plan a follow up inspection. She stated they had been living with the dust storms previous to March. It has gotten in our houses through the sashes and was all over their houses; she stated it was everywhere. Ms. Thomas spoke to DNREC and they did not have a working air sampler, so there was no way to sample the air. Ms. Thomas stated the situation was ongoing and will recur every time a development starts if there was no control for the dust, whether it was silt fences, water spray, or hydro-seed. She stated there needed to be a requirement, not a "nice to have", it was a need to have. She expressed that she, and her neighbors were frustrated. She stated she appreciated the work that was being done but wanted to see some resolution. Michael Burgo stated his name and address. He stated he spent his personal time working with DNREC, the developer, and Debbie Botchie. He thanked Ms. Botchie for her time and guidance in dealing with the land builder and developer, but there clearly was still an issue, and legal action against the developer may have to be taken.

9. New Business:

A. Discussion, consider, and possible vote on Executive Session Matters. Ms. Brienza made a motion to approve the items as discussed in Executive Session. Ms. Ryer seconded the motion. Motion carried 5-0.

B. Discuss, consider, and possible vote on Resolution 21-23 which establishes the fee schedule for Fiscal Year 2022. Town Manager Debbie Botchie stated, no fees or taxes would be increased for fiscal year 2022. She stated the last increase for property taxes was 2006. FOIA fees are controlled by the State of Delaware. She noted rental and business license fees would not increase and have been in place for the past 13 years. Other fees and costs, such as impact fees, bonds, and re-sites were the responsibility of the contractor.

The remaining item was park amenities which was a work in progress. Ms. Ryer thanked Ms. Botchie and Ms. Wynn for their time and hard work. Mayor Belinko addressed the other attendees and stated the budget was very responsible and reasonable with the growth of the town. He expressed his pleasure with the investments that were being made for the future of the Town. Ms. Ryer motioned to approve Resolution 21-23. Mr. Wisgirda seconded the motion. Motion carried 5-0.

C. Discuss, consider, and possible vote on Resolution 21-24; A Resolution to Hire a Code & Building Assistant. Ms. Botchie requested approval to hire James Simpson as the Code & Building Assistant to work with Code & Building Official Eric Evans. His start date would be May 3, 2021. Ms. Brienza expressed her excitement for hiring James and motioned to approve Resolution 21-24. Ms. Ryer seconded the motion. Motion carried 5-0.

D. Discuss, consider, and possible vote on Resolution 21-25; A Resolution to Promote Jennifer Ireland to Administrative Assistant. Ms. Botchie asked the council to approve promoting Jennifer Ireland from Code Enforcement & Building Administrator to Administrative Assistant with hopes of grooming Ms. Ireland to be Ms. Botchie's successor. Ms. Brienza made a motion to approve the resolution. Ms. Ryer seconded the motion. Motion carried 5-0.

E. Discuss, consider, and possible vote on the Fiscal Year 2022, Town of Millville Organizational Chart. Mayor Belinko stated the format made it easy to follow the chain of command. Ms. Ryer made a motion to approve the 2022 Organizational Chart. Ms. Brienza seconded the motion. Motion carried 5-0.

10. Old Business:

A. Discuss, consider, and possible vote on Resolution 21-26; A Resolution to adopt the Fiscal Year 2022 Town Budget - Town Manager Debbie Botchie and Finance Director Lisa Wynn. Ms. Botchie stated at the workshop in April there were a few minor adjustments requested, and Ms. Wynn had made them. Ms. Botchie said they were proud of the budget, it was realistic, and they have always received "kudos" from the auditors. Ms. Botchie acknowledged expenses were a little higher due to the park, and there were still unknown expenses. She felt from the interest she has received in renting the park amenities there would also be unrealized revenue. Ms. Ryer made a motion to adopt Resolution 21-26. Mr. Wisgirda seconded the motion. Motion carried 5-0.

11. **Citizens Privilege:** There were no comments.

12. **Announcement of next meeting:** Town Council Meeting - May 11, 2021

13. **Adjournment:** Ms. Brienza motioned to adjourn at 7:40 p.m. Mr. Wisgirda seconded the motion. Motion carried 5-0.

Respectfully submitted, Jennifer Ireland, Administrative Assistant